



passed 5/0
Ann Bradshaw, Mayor
Karen McQueen, Clerk-Treasurer

CITY OF BRAZIL

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Brazil, Indiana 47834
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October 13, 2009

A Meeting for the Brazil Common Council was held on October 13, 2009 at 7:00 p.m. in the Council Chambers of the Brazil City Hall. Mayor Ann Bradshaw was absent. The meeting was called to order by Council President Patricia Heffner.

Council Members Present: William Lovett, Sam Glover, Patricia Heffner, Brad Deal, and Steve Lamb. Also Present City Attorney Robert Pell, and Clerk-Treasurer Karen McQueen.

Approval of Previous Meeting: Bill Lovett made a motion to except previous minutes with correction, seconded by Sam Glover. Passed 5-0.

Audience Comments:

Park President Ruthann Jefferies and Linda Messmer discussed opposing a 3% raise for City employees and Park Department's budget being cut.

Mayor's Comments: None

Old Business:

- 1.) Resolution #11 for Appropriations of the 2009 budget were discussed. Brad Deal made a motion to approve, seconded by Bill Lovett. Passed 4-0.
- 2.) The Inter Local Agreement, was once again presented by Stacy Gibbens Planning Administrator and Angie from Kenna Consulting. Agreement was discussed and accepted by all council members. A motion was made by Sam Glover and seconded by Steve Lamb to enter into agreement. Passed 5-0.
- 3.) Second Reading for Annexation-Public Hearing. There will be a Special Meeting on Nov. 17, 2009 for third reading and adoption. During Public Hearing audience were allowed to express concerns or ask questions about Annexation. Representative from WC Harvest & Sons asked about added services he would be offered as a result of the Annexation. Answer: was given by the Fire Department Chief Jim Smith, ISO ratings would go down for businesses and would in turn cut on costs of insurance for commercial & industry. Also, PDF owner Ken Maurer expressed that he thought no City Employees should receive raises for the 2010 year, commented that he didn't give raises to his employees due to the economy and thought we should do the same. City explained to Ken as well that we were looking into running an 8 inch water line to PDF. Public Hearing was closed at 7:45 PM.
- 4.) Second Reading for the 2010 Budget. A motion to approve the 2010 Budget was made by Steve Lamb, seconded by Brad Deal. Passed 3-2 with Sam Glover and Pat Heffner opposing 2010 Budget.
- 5.) Update on NSP Grant with Angie Pappano from Kenna Consulting was present. She let council know where City stands with grant. Stacy Gibbens discussed grant with the council as well.

New Business:

- 1.) Statement of Benefits Personal Property Morris Mfg. Tax Abatement was presented by Morris Representative Attorney Lou Britton. Sam Glover made a motion to approve 5 year abatement on equipment only, seconded by Brad Deal. Passed 5-0.
- 2.) Ordinance #9 for Firefighters Time off- Work Related Injury was presented. Bill Lovett made a motion to approve, seconded by Sam Glover. Passed 5-0.
- 3.) Cinergy Metronet Representative Steve Bigger attended City Council to explain to council what they offered.
- 4.) Dates for Trick or Treating was discussed by council. Council members chose to do Trick or Treating for one day only on Oct. 31, 2009 5:30 to 8:30 PM. Sam Glover made motion seconded by Patricia Heffner. Passed 4-1. Brad Deal opposed.
- 5.) Ordinance for Handicap Parking at 319 E. Blaine Street. Sam Glover made a motion to table, seconded by Brad Deal. Passed 5-0.

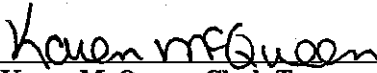
Brad Deal • Sam Glover • Patricia Heffner • William Lovett • Steve Lamb
Council Members

- 6.) Ordinance for Handicap Parking at 19 N. Alabama Street. Bill Lovett made a motion to table. Seconded by Sam Glover. Passed 5-0.
- 7.) Temporary Contract with Wallace Trash Removal. Bill Lovett made a motion to approve a temporary contract with Wallace, seconded by Brad Deal passed 5-0.

Future Agenda Items:

Steve Lamb to propose an ordinance for no collecting at 59&40 intersection . Also to ban all soliciting in Brazil.

Adjournment: A motion to adjourn meeting was made by Sam Glover and seconded by Brad Deal.
Passed 5-0. Meeting adjourned at 9:25 p.m.

x 
Karen McQueen, Clerk-Treasurer

New Reserve Officers

- ↓ Matthew D. Johnson 81
 - ✓ David Todd Brackman 84 Avenue man.
 - ✓ Josh D. Deal 87
 - ✓ Martin D. Harris 89 The Red Head Harris
 - ✓ Ryan S. Herbert 90
 - ✓ Dana A. Lindley 91
 - ✓ Johnnie M. Bohnert 95
 - ✓ Robert W. Van Buren III 96
-

City of Brazil

Homeowner Repair & Improvement Grant Program

Description: This is a CDBG Grant to assist homeowners of Brazil with minor and major home repairs. We applied in October, 2008 and did not get funding, but IHCD received additional funding in 2009 and came to the City in August and awarded \$125,000 which will assist approximately 9 homes with minor and major repairs.

Completed Activities:

1. The City has submitted the Grant Agreement and has received a Release of Funds for this project.
2. Kenna has identified and qualified 9 individuals to participate in the Grant Program
3. Environmental Review and Section 106 Review have been done on 8 homes. One is pending
4. Inspections on all 9 homes has been performed
5. Risk Assessments for Lead Based Paint Hazards have been done on 4 homes
6. Bidding Documents have been sent out for 8 homes and Bids are due back by October 26, 2009
– Kenna will open bids here at 10:00 am

Upcoming Activities:

1. Kenna will evaluate the bids that are received on the 26th and make a recommendation to the City council for the award of the contracts on November 10, 2009
2. If the recommendation is accepted contracts will be signed within 2-3 weeks after – pending all paperwork is submitted by the selected contractor.
3. We anticipate that all rehabilitation work will be completed by the end of August, 2010.

Exhibit C
Task Billing
For
Addendum for HALF Homeowner Repair & Improvement Grant Program

Attachment to Administration Contract with Kenna Consulting

Task	Amount	Status of Payments
Program Delivery Line Item		
Client Intake-income and property eligibility (\$350 per home) estimate of 9 homes.	\$3,150	
Initial Inspection (\$300 per home) estimate of 9 homes	\$2,700	
Plans & Specifications (\$250 per home) estimate of 9 homes	\$2,250	
Bidding (\$200 per home) estimate of 9 homes	\$1,800	
Contract Signing (\$400 per home) estimate of 9 homes.	\$3,600	
Inspections and Project Monitoring (\$250 per home) estimate of 9 homes	\$2,250	
Client reporting – set up (\$75) and completion (\$75) reports (\$150 per home) estimate of 9 homes	\$1,350	
Total Program Delivery	\$17,100.00	
Environmental Review Line Item		
Release of Funds	1,000	
Section 106	1,500	
Total Environmental Review	2,500	
Administration Line Item		
Grant Agreement Execution	500	
Set up of project financials	1,000	
Payment Requests 6x250	1,500	
Grant Administration (\$500/month at construction contract signing ... max 4 months of billing)	2,000	
Total Administration	5,000	
Lead Based Paint Services		
Lead Risk Assessment (\$550 per home) as needed		
Lead Risk Assessment Review & Coordination (\$200 per home) as needed		
Lead Clearance (\$250 per home) as needed		

Kenna will bill at the completion of the above mentioned tasks. In the event tasks exceed the amount of funds allocated – Kenna will not request additional fees.

City of Brazil

Neighborhood Stabilization Program

Description: This is a NSP Grant to assist in the stabilization of the Fairview-Hendricks Neighborhood (which is west of Depot, North of 40 and South of Hendricks). The City was awarded \$1,435,350 at the end of May, 2009.

Completed Activities:

1. The City has submitted the Grant Agreement
2. The City has submitted a Request for Release of Funds for this project, and hopes to achieve release of funds by the End of October, 2009
3. The City has accepted Tax Certificates this evening for 7 abandoned properties
 - a. National Avenue – parking Lot
 - b. Fairview Park - Park
 - c. Kruzan Lots (2) – Duplex for rental
 - d. Chestnut – new home resale
 - e. Depot – new home resale
 - f. McGuire – new home resale
4. An attorney, Margaret Berry, is being subcontracted by Kenna to perfect Deed on these properties to insure clear title when the properties are ready to be sold, this will likely take until Spring if all goes well. An Addendum to Kenna's Contract is attached.
5. Thirteen property owners have been notified about partnering to demolish blighted homes in the NSP area. City will pay for the demolition from the grant funds, and owner will retain ownership BUT maintain the property for 5 years or repay the demolition costs, if they sell it they also re-pay a pro-rated share of the costs to the City.
6. Kenna inspected 2 additional properties today(one for Demolition and one for Rehabilitation) that are bank owned and will begin to move forward on them.
 - a. Sherman - demo new rental
 - b. North – Rehab resale
7. 3 homes may be candidates for deed in lieu of foreclosure – or short sale.
8. Architects have been solicited for demolition and new construction plans & specifications and oversight. Statements of Qualifications are due back on November 10, 2009. Stacy will put together a group to evaluate qualifications and interview firms. We will make a recommendation for the Architect Contract at the December Council Meeting.
9. Sam has generously given of his time researching real estate data for our NSP Quarterly Report and Stacy has been instrumental in the identification of properties to pursue as well as researching our NSP area for trends and data.

Brazil Community & Neighborhood Stabilization Program

NSP & HOME Task Billing Schedule for Program Delivery										
Task	Phase I			Phase II			HOME 25 homes			
	Unit Cost	QT	Total	Unit Cost	QT	Total	Unit Cost	QT	Total	
Appraisals	\$ 300.00	21	\$ 6,300.00	\$ 300.00	7	\$ 2,100.00	\$ -		\$ -	
Client Intake & Eligibility	\$ 300.00	10	\$ 3,000.00	\$ 300.00	7	\$ 2,100.00	\$ 300.00	25	\$ 7,500.00	
Initial Rehab Inspection Code & Energy Emphasis	\$ 500.00	2	\$ 1,000.00	\$ 500.00	2	\$ 1,000.00	\$ 300.00	25	\$ 7,500.00	
Development of Work Write-up	\$ 300.00	2	\$ 600.00	\$ 300.00	2	\$ 600.00	\$ 200.00	25	\$ 5,000.00	
Bidding of Rehab Projects	\$ 200.00	2	\$ 400.00	\$ 200.00	2	\$ 400.00	\$ 200.00	25	\$ 5,000.00	
Bid Tabulation, Review and Recommendation	\$ 200.00	2	\$ 400.00	\$ 200.00	2	\$ 400.00	\$ 100.00	25	\$ 2,500.00	
Contract Development & Signing	\$ 400.00	2	\$ 800.00	\$ 400.00	2	\$ 800.00	\$ 300.00	25	\$ 7,500.00	
Pre Construction Conference for Rehab	\$ 100.00	2	\$ 200.00	\$ 100.00	2	\$ 200.00	\$ 100.00	25	\$ 2,500.00	
Interim Inspection	\$ 200.00	2	\$ 400.00	\$ 200.00	2	\$ 400.00	\$ 200.00	25	\$ 5,000.00	
Final Inspection	\$ 200.00	2	\$ 400.00	\$ 200.00	2	\$ 400.00	\$ 200.00	25	\$ 5,000.00	
Deed Restriction Development & Filing	\$ 100.00	29	\$ 2,900.00	\$ 100.00	7	\$ 700.00				
Review of Demo Specs & Bidding	\$ 300.00	16	\$ 4,800.00	\$ 300.00	5	\$ 1,500.00	\$ -		\$ -	
Pre Construction Conference for Demo	\$ 600.00	16	\$ 9,600.00	\$ 550.00	5	\$ 2,750.00	\$ -		\$ -	
Coordination of Recycling of reusable Materials	\$ 100.00	16	\$ 1,600.00	\$ 100.00	5	\$ 500.00	\$ -		\$ -	
Review of New Construction Spec & Bidding	\$ 1,200.00	8	\$ 9,600.00	\$ 525.00	5	\$ 2,625.00	\$ -		\$ -	
Pre Construction Conference New Construction	\$ 500.00	8	\$ 4,000.00	\$ 100.00	5	\$ 500.00	\$ -		\$ -	
Perfecting Deed	\$ 2,600.00	7	\$ 18,200.00							
Total			\$ 64,200.00			\$ 16,975.00			\$ 47,500.00	

NSP & HOME Task Billing Schedule for Environmental Review										
Task	Phase I			Phase II			HOME			
	Unit Cost	QT	Total	Unit Cost	QT	Total	Unit Cost	QT	Total	
ERR RROF Process & Sec 106 for New Construction	\$ 1,000.00	8	\$ 8,000.00	\$ 1,000.00	5	\$ 5,000.00				
ERR RROF Process & Sec 106 for Rehab	\$ 1,000.00	2	\$ 2,000.00	\$ 1,000.00	2	\$ 2,000.00	\$ 5,000.00		\$ 5,000.00	
ERR RROF Process & Sec 106 for Land Bank	\$ 500.00	11	\$ 5,500.00							
ERR RROF Process & Sec 106 for Demo Only	\$ 500.00	8	\$ 4,000.00							
Total			\$ 19,500.00			\$ 7,000.00			\$ 5,000.00	

NSP & HOME Task Billing Schedule for Lead Based Paint Services										
Task	Phase I			Phase II			HOME			
	Unit Cost	QT	Total	Unit Cost	QT	Total	Unit Cost	QT	Total	
Lead Based Paint Risk Assessment	\$ 550.00	2	\$ 1,100.00	\$ 550.00	2	\$ 1,100.00	\$ 550.00	25	\$ 13,750.00	
Lead Based Paint Clearance Testing	\$ 250.00	2	\$ 500.00	\$ 250.00	2	\$ 500.00	\$ 250.00	25	\$ 6,250.00	

Brazil Applicants

Michele Abel
1123 N. Harrison Street
Brazil, IN 47834
812-448-2719

Wayne Allsup
413 W. Church Street
Brazil, IN 47834
812-442-5967

Lynda Girton
118 N. Murphy Avenue
Brazil, IN 47834
812-448-2982

Jimmy Yockey
717 East Mechanic Street
Brazil, IN 47834
812-229-5722

Ruth Jones
518 N. Columbia Street
Brazil, IN 47834
812-448-3468

Marvin Wayne Colclasure
506 Locust St.
Brazil, IN 47834
812-448-8495

Anna Hill
1343 Pinecrest Drive
Brazil, IN 47834
812-208-6189

Steve Smith
614 S. Alabama Street
Brazil, IN 47834
812-442-8053

Paulina Vanatti
1201 Magnolia Drive
Brazil, IN 47834
812-443-1045

BRAZIL COUNCIL MEETING OCTOBER 13,2009
BRAZIL COLLECTION DEPT. SEPTEMBER 8 2009 – OCTOBER 13,2009

SEWERS JETTED:

716 N. FOREST
624 N. FOREST
107 WILLOW DRIVE
120 E. PINKLEY
121 N. FRANKLIN

1. DUG-OUT VALVE ON 6" FORCE MAIN FROM I-70,RESET VALVE.
 2. PINECREST AND WILLOW DUG OUT CATCH BASINS AND JETTED.
 3. HELPED BRAD BARRETT CLEAN-UP DITCH AND DUG OUT HIGH SPOTS, GRASS SEEDED AND STRAWED BEHIND 168 N. DAVIS.
 4. JETTED 1722 EAST NATIONAL
 5. WEED-EATED AROUND MANHOLES AT GREAT DANE
 6. DUG-OUT DITCHES AT OHIO AND GRANT
 7. WORKED WITH BRAD BARRETT AT 158 E. PINKLEY INSTALLING 24"STORM PIPE. SET 3 MANHOLES.
 8. JETTED 944 W. KNIGHT CITY MAIN HAS ROOTS IN IT.
 9. JETTED 9 W. MORTON FULL OF GREASE AND ROOTS.
 10. INSTALLED TWO HIGHWATER SIGNS ON JACKSON STREET NEAR CHICAGO AVENUE.
 11. HELPED BRAD BARRETT REPLACE LATTERAL, OUT INTO ROAD AT 107 WILLOW DRIVE AND JETTED SANITARY MAIN
- 162 LINE LOCATIONS
JERRY AND TERRY ROBISON, COLLECTION SUPERVISORS

PUMPING DEPT.
OCTOBER 2009

REPLACED IMPELLAR ON MERIDIAN STREET LIFT STATION PUMP.
FLUID WASTE CLEANED LIFT STATIONS AND MAIN PUMPING STATION
FOR DEBRI.....
SEPTIC HAULERS STARTED DUMPING AT MAIN PUMPING STATION AS
PER NEW DUMPING ORDINANCE.....
GENERAL MAINT. ON W.W.T.P.

MIKE BEMIS
PUMPING SUPERVISOR

W.W.T.P.
OCTOBER 2009

YEARLY MAINT. OF THE DIFFUSERS IS BEING DONE BY GRAVES
PLUMBING.....THE MASSERATOR & MUFFIN MONSTER IS ALSO BEING
CHECKED FOR BAD BLADES ANY WEAR ON EQUIPMENT.....
GENERAL MAINT. ON W.W.T.P.

RON HAYES
W.W.T.P. SUPERVISOR

W.W.T.P. LAB
OCTOBER 2009

MONTHLY REPORT OF OPERATION W.W.T.P.

MONTHLY REMOVAL SUMMARY FOR SEPTEMBER

BOD5.....	96.6%
SUSPENDED SOLIDS.....	98.0%
AMMONIA.....	99.8%

TOTAL MONTHLY FLOW 22.7 MILLION GALLONS
33% CAPACITY.....0.60 IN RAIN NO OVERFLOWS

PERMIT RENEWAL FOR W.W.T.P HAS BEEN SENT TO IDEM.

SHIRLEY JOLLY
W.W.T.P. LAB. & PRE-TREATMENT SUPERVISOR